

2.1 Detached Building Application Form	Legal description: Village _____ Lot _____ Blk _____ Sec _____
	Address: _____
	Owner: _____
	Phone (Res): _____ (Day): _____
	Fax: _____ Other phone: _____
	E-mail: _____
	Estimated Start Date: _____
	Contractor Company Name: _____
	Contractor's Phone: _____
	Contractor's Address: _____
Contractor's E-mail: _____	

HOW TO APPLY

1. Complete and sign this application. (Reference the Compliance Deposit/Inspection Fee Schedule).
2. Provide brochures, elevation drawings, or photographs. Drawings should be to scale and include dimensions. Please provide as much information as possible.
3. Attach a scaled copy of the property survey noting the location of the proposed improvement, also to scale. If the survey is greater than 11"x17" please attached three copies.
4. Please visit our web site to check the posted agendas of the Plan Review Committee meetings at <http://www.thewoodlandstownship-tx.gov>. Submission **does not** guarantee posting on the upcoming agenda.

For Office Use	APPLICANT INFORMATION - PLEASE PROVIDE THE FOLLOWING:
	Are any trees over 6 inches in diameter as measured 2 feet from the ground proposed for removal? (yes/no) If yes, how many? _____ Please indicate the location of the trees on the property survey.
	Please specify what the proposed improvement will be used for: _____
	Number of detached buildings existing on the lot? _____.
	Detached Building Specifications: Dimensions of the building: length _____ width _____ area _____ sq. ft. Installed height (from peak to natural grade): _____ Foundation type: _____
	Will the proposed building be screened from view (yes/no)
	Construction Materials (please check all that apply) : WOOD: type _____ Rot resistant (yes/no) Color/stain _____ Matches dwelling (yes/no) ALUMINUM/STEEL: color _____ GLASS/FLAT PLASTIC PANELS: color _____ BRICK/STUCCO/CINDER BLOCK: color _____ Matches dwelling (yes/no) SUNSHADE: type _____ SCREENING: type _____ color _____ ROOF: type _____ color _____ Matches dwelling (yes no) OTHER: _____

OWNER CERTIFICATION AND HOLD HARMLESS AGREEMENTS

1. The information set out above and included with this Application is accurate and complete.
2. The improvements will be completed in accordance with the approved application.
3. The improvements will not affect existing surface water flows at the lot boundaries.
4. Agents or employees of The Woodlands Township have my permission to enter the property during normal business hours to inspect construction of the improvements.
5. Construction is not to begin until approval has been received from the Plan Review Committee

Owner understands that The Woodlands Township does not review plans for compliance with applicable laws or codes, and that it is the duty of the owner and the owner's contractors or consultants to design and construct the proposed improvements according to applicable laws, codes and sound practices. Owner hereby releases and agrees to hold The Woodlands Township, The Development Standards Committee, and their agents and employees harmless from any cost or liability arising out of the review or approval of plans for the proposed improvements.

Owner Signature

Date

Contractor Signature (optional)

Date

NOTE: Construction must be completed within 120 days of Plan Approval

(For Office Use Only)

Staff Approval Verification

Date _____ Int. _____ Int. _____

Committee Action _____
(date)

____ Approved _____ Deferred
____ Conditionally Approved _____ Returned
____ Disapproved

Supplemental Action _____
(date)

____ Approved _____ Deferred
____ Conditionally Approved _____ Returned

